

TAAA Board of Directors Open Meeting Minutes: Sept 13, 2023

The teleconference Zoom Board open meeting was called to order at 6:30PM, M. Smith, President, presiding. Board members present: E. Foley, Vice President; B. Whitehead, Treasurer; R. Reynolds, Secretary and Members-at-Large J. Kalas, D. Rossetter, Suzanne Bailey, as well as TAAA Members: Dan Chin, John Mead, Jim Knoll, Ben Bailey, Ross Carnes.

Approval of Minutes:

- The Aug 9, 2023 were not approved as they had not been received by the Board members. As a result, the approval of the Aug minutes are deferred to the Oct Board meeting.

Presidents Report:

- It was announced that our Treasurer is moving out of state but will continue as Treasurer to the end of her term of office in May, 2024. Local Tucson mail and banking support will be provided by other Board members.
- It was noted that there are 3 female Board members which is a record for TAAA.
- Terri Lappin has appointed as the head of the Technology Committee. However, a search is still underway for the Awards Committee.

Treasurers Report:

- The Treasurer began with a brief review of the Statement of Financial Position or balance sheet. Cash balances stood at approx. \$184,000. Net assets and liabilities changed by approximately \$1,000.
- This was followed by a review of the Statement of Activity. Total Aug revenue was approximately \$5,800 with expenditures of \$4,700 for a net revenue of \$1,100.
- YTD Comparison to Budget showed revenue is running over budget due to donations and expenditures on budget for a gross profit of \$22k which is approximately \$9k over budget.
- Financial status of major projects followed which showed most projects fully funded, complete with 2 projects still raising funding(tractor and 32" projects).
- It was agreed that more discussion will be required to fully assign all donations made in honor of Dean Kettleson. Barbara will track these donations and provide summaries when needed.
- E. Foley then made a motion to approve the Treasurers Report and the motion was seconded by B. Reynolds. The motion then passed by a vote of 7-0.

Review of Old Business:

TAAA Board Action Item List as of 09/13/23

| Date | Item | Date | Comments |
|---------|--|-----------|---|
| Entered | | Completed | |
| 11/9/22 | Volunteer of the Month Award | | Need a new Chair for Award Committee |
| 3/9/23 | Develop TAAA vendor & affiliate listings | Long Term | Mae/Barbara to resume wk after budget/ins complete by end Oct |
| 6/6/23 | Bok Award | | Kalas working on write-up for Sept/Oct general member mtg |
| 6/6/23 | Close out & transfer safe deposit box | by Oct 31 | Barbara |
| 6/21/23 | Resolution TAAA/TIMPA relationship | | Ben Bailey, John Mead |
| 6/21/23 | John Mead to work with City/TIMPA re permit status | | John Mead working with TIMPA to find related documents |
| 8/9/23 | Membership questions to be submitted to D. Rossetter | | Pending membership presentation by D. Chin |
| 9/13/23 | Incorporate D. Chin database recommendations | | Membership database revisions/updates |
| 9/13/23 | Implement New Member questionnaire | | |

CAC/32" DFM Telescope Project:

- CAC Planning was summarized by noting 2 major projects are nearing completion (the GTTG & the MOP) with the 32" and the RV expansion projects still getting underway.
- John Kalas summarized the MOP status by noting the pending completion of the internet connections as well as the installation of the roof motors and parking gravel. During the coming month, accounting inclusive of annual fees will be finalized such that lessee handover is targeted for 9/30. It is hoped that the parking gravel will be in place for the Nov 11 open house.
- John then noted that progress on the RV expansion project continues with anticipated installation of electrical and gravel over the coming month.
- Ed Foley reviewed status of 32" project. Team was expanded to include more professional observatory expertise and observatory design is making good progress. Funding progress is standing at \$34k of needed \$50k including some equipment donations by the DFM.
- Jim Knoll noted that 13 people have signed up for the bus to the open house. 21 people have indicated they are coming by personal vehicle. Final bus selection will be addressed next month.

TIMPA:

- The TIMPA Planning Group met and has finalized star party dates that may not conflict with CAC. Recent storm damage was limited to roof damage to bathrooms but facilities are still available for use.
- Ben Bailey left the TAAA Board Meeting to attend a TIMPA Board meeting where the status of TIMPA's upcoming 2024 lease negotiations with the City will be addressed.
- It was noted that TIMPA needs the appointment of a site Director.
- The head of the TIMPA 16" Project, John Mead, announced that the City has issued a permit equivalent, or "permission", for the 16" project. However, the permission letter also included a provision whereby TAAA is responsible for removing improvements if

the TIMPA lease is terminated. The notation of this restoration provision triggered a general discussion on restoration provisions for both TAAA and TIMPA.

- Research has begun to determine TAAA site restoration liabilities which are currently estimated at approximately \$7-8k. These will be of concern if TIMPA or TAAA lease hold interests are terminated.
- There was confusion on TIMPA star party dates and it was suggested that someone call Ralph Means to clarify.
- Barbara noted that TAAA has \$5k of lease termination expense coverage. John Mead requested a copy of the policy to perform further research on applicability to TAAA's current situation.
- Bob Reynolds put forward a motion that the 1999 letter agreement be updated and resigned with explicit reference to restoration liabilities and declarations of TIMPA intent to continue their lease with the City. The motion was seconded by S. Bailey. There was extensive discussion of restoration liabilities as well as the terms of the 1999 letter agreement and the City's permission for the 16" telescope. In the course of this discussion, it was noted that several other terms of the letter agreement may need updating and there was concern that TAAA could be exposed to greater TIMPA related restoration liabilities.
- The prior motion was then amended to state: The TAAA Board will request the TIMPA Planning Group seek a revised agreement with TIMPA Airport Group. This revised motion was seconded by S. Bailey. The subsequent discussion noted that even though the amended motion deletes reference to inclusion of restoration and TIMPA intent, the City project permission document explicitly requires site restoration of the 16" project facilities. The revised motion passed 6-0 with one abstention.
- There was a follow on discussion regarding what the new agreement means for the TIMPA 16" project. It was agreed that the TIMPA planning group will advise on status of the 16" project once the TIMPA Planning Group has a chance to gather more information.

Membership Database Analysis:

- Ed Foley summarized the history of TAAA membership data. The data was initially kept manually, then on Xcel and more recently on Member Planet. Ed also briefly described how he extracted raw data from Member Planet for delivery to Dan Chin.
 - Dan Chin then walked the Board through his slide pack which summarized his analysis of TAAA data. The conclusions of the presentation was summarized as follows:
 - o TAAA voting members are concentrated in AZ (82%), and particularly Pima county.
 - o TAAA primary memberships are largely male (90%)
 - o For all members in 2023, Individual memberships are > Family memberships
 - o With limited data, the age distribution between current and previous members is similar. Hence age does not appear to be the primary factor for members to lapse or quit
 - o Similarly, between AZ and non-AZ members, the age distribution is similar.
- An upward trend in AZ membership started in 2021.
- o Membership growth in non-AZ members flattened/declined after 2021.
 - o A parallel trend of increased attrition in 2021 occurred, but these members largely joined in the previous 2 yrs. Between 2016 and 2018, the departing members had been with TAAA for 5-7 yrs

The interests of current and previous members are similar.

- Dan's recommendations were summarized as follows:
 - o Automate the process for determining current or lapsed membership
 - o Use controlled vocabulary or formats for states, dates and zip-codes
 - o Use required fields; e.g. names, country (primary residence), states, dates, county
 - o Joined.On and Paid Through. Date are essential
 - o Names, gender and email addresses of significant others for Family memberships would be helpful
 - o While privacy issues may be a concern, it would be useful to collect the age of members (birthdates are not required)
 - o Curate existing data:
 - o Remove replicate data, prune redundant columns
 - o Remedy some date fields
- Given the high rate of churn in membership count, the benefits of an annual questionnaire to gather input from members was discussed and it was agreed that it would be highly desirable.

Dean Kettleon Memorial:

- The family has been very generous in directing memorial donations to TAAA and animal welfare charities.
- Need 5-6 TAAA volunteers to assist in the Celebration of Life ceremony on Oct 1.
- In person attendance at Celebration is encouraged as there will be space for over 200 people.
- A request has been made to determine whether TAAA would agree to spreading Dean's ashes at CAC. The Board agreed to the request if it is made.

A motion was put forward by B. Reynolds to adjourn the meeting which was seconded by E. Foley. The motion was approved 7-0 and the Board meeting adjourned at 9:00 pm.